

MINUTES  
TOWN BOARD MEETING  
Town of Polk Town Hall  
3680 State HWY 60

TUESDAY – JULY 13, 2010 - 7:30 p.m.

1. **Call meeting to Order.** The meeting was called to order at 7:40 p.m.  
**Pledge of Allegiance.**

**B. Roll Call.** Members present: Chairman Albert Schulteis, Supervisor Harold Groth, Supervisor Theodore Merten, Treasurer Shirley Kissinger, and Town Clerk Marlyss Thiel.

**C. Verification of Public Notice.** Notice was sent to the West Bend News, Hartford Times Press, WBKV/WTM, Milwaukee Journal Sentinel, posted on the Town website, and bulletin boards located at Highway View School and at the entrance of Cedar Lake Hills Subdivision.

**D. Approval of Minutes:**

**Approval of Town Board minutes of June 8, 2010 at 7:30 p.m.** Supervisor Merten moved to approve the Minutes of June 8, 2010. Supervisor Groth seconded the motion. All voted aye. Motion carried.

**E. Approval of Special Town Board minutes of June 10, 2010 at 11:30 a.m.** Supervisor Groth moved to approve the Minutes of June 8, 2010. Supervisor Merten seconded the motion. All voted aye. Motion carried.

2. **Unfinished Business: Review/Action.** None

3. **New Business: Review/Action**

**A. Application for Revised 8' by 8' Ground Sign for Cedar Springs Church, 3128 Slinger Road. Zoned I-Institutional; 38.1 Acres; Section 29. Tax Key T9-0885.** Supervisor Merten moved to approve the application for the Cedar Springs Church ground sign with the Plan Commission's recommendation and with the stipulation that the sign cannot be higher than 20 feet and that the lighting shine only on the sign, and not into traffic. Supervisor Groth seconded the motion. All voted aye. Motion carried.

**B. CSM (Certified Survey Map) for 5-Acre Lot out of a 37-Acre Parcel for Raymond Hoefert Estate, 3488 HWY 175. Zoned A-1 Agriculture; Section 28.** Supervisor Groth moved to approve the CSM for the 5-acre lot of the Raymond Hoefert Estate with the Planning Commission's recommendation. Supervisor Merten seconded the motion. All voted aye. Motion carried.

**C. Conceptual Land Division for Joseph Knoeble Estate, 4243 Arthur Road for 4 Lots out of an approximate 32-Acre Parcel. Zoned A-1 Agriculture; Section 9. Tax Key T9-0390-00Z.** The Town Board discussed Chairman Schulteis' concerns to be relayed to the Town Attorney, when creating the Developer's Agreement for the Ruth Knoeble property of the Joseph Knoeble Estate. These concerns were:

1. Ruth Knoeble will be listed as the owner of Outlot 2 which is a 27-foot by 374.5-foot parcel along Outlot 1.
2. All Legal fees, Transfer charges, Filing fees and Stormwater Management design/installation fees will be paid by each of the six (6) lot recipients in the estate and shared equally. All Fees must be paid to the Town of Polk before final approval and signing of the Plat.
3. Brian Strachota will be installing the Private Road as per Town of Polk specs designated by an engineer approved by the Town Board.
4. The rear fifteen (15) acre parcel will have access by use of said private road. At any time that a land division, sale to combine, or gifting of either of the three (3), five (5) acre combined parcels, or request for a building permit on said parcels, Brian Strachota will be reimbursed at a rate of 25% of the total cost for installation and engineering charges of the private road by each of the three (3) owners of the fifteen (15) acre parcel or a total of 75% by any one owner of said unplatted land, and the appropriate road extension will be installed by the owners of the fifteen (15) acre parcel. At that time all maintenance charges, upkeep and snow plow charges will be divided four ways-(Brian included).

5. Installation charge for the initial private road will be determined within sixty (60) days of road completion so as to give all parties involved an idea of the twenty five percent charge.

Supervisor Groth moved to approve the Conceptual Land Division for the Joseph Knoeble Estate at 4243 Arthur Road for 4 lots out of an approximate 32-acre parcel, Tax Key T9-0390-00Z with the concerns read by Chairman Schulteis, and the recommendations of the Town's Plan Commission for proposed lots 1, 2 and 3; with the understanding that the costs of the private road construction, that Brian Strachota incurs, will be split 4 ways. There will be the proposed outlot 1 which is the private road and proposed outlot 2, which is the 27 foot strip of 374.5 foot to be owned by Ruth Knoeble. Outlot 1 must be brought up to the shoreland boundary for the 15 acre unplatted lands to access. The Developer's Agreement will also include all conditions set forth in the May 25, 2010 letter from Attorney John St. Peter shall be followed with the following changes: all legal fees incurred by the Town of Polk, in preparing the Private Road Agreement and the Developer's Agreement, must be reimbursed to the Town, with the costs divided 6 ways among the individuals of the Joseph Knoeble Estate. Supervisor Merten seconded the motion. All voted aye. Motion carried.

**D. J & M Performance Development, John Johnson and Michael Klenz owners. Plans for Tearing Down the Former Springs Motel, 3267 Sherman Way. Zoned B-1 Business; 2.61 Acres; Section 27. Tax Key T9-0814-00E.** Information only. The Town had received a complaint about the property was not being taken care of. Chairman Schulteis informed the Board that the Plan Commission gave J&M Performance Development 30 days to have the place cleaned up, to which John Johnson and Michael Klenz stated that they would clean up the area and move the trailer and comply with this request.

**E. Operator/Bartender License.** Supervisor Merten moved to approve the Operator/Bartender license as submitted. Supervisor Groth seconded the motion. All voted aye. Motion carried.

**F. Ordinance No: 10-11 Amending Town of Polk Ordinance 07-02 Prohibiting Ultimate or Extreme Fighting Events in the Town of Polk.** Supervisor Merton moved to approve Ordinance No: 10-11 Amending Town of Polk Ordinance 07-02 Prohibiting Ultimate or Extreme Fighting Events in the Town of Polk. Supervisor Groth seconded the motion. All voted aye. Motion carried. A copy of Ordinance No: 10-11 will be sent to Lila Johnson at the Washington County Fair Park, since that is where the event was proposed to be scheduled.

#### 4. **Other Business: Review/Action**

**A. Chairman's Report.** The WI DOT Open House was held on July 29, 2010 from 4:00- 7:00 p.m. at the Town Hall, to discuss the HWY 60/41/45 project, which is scheduled to start in spring of 2011. Forty-five people attended.

**B. Correspondence.** Kevin Struck of the UW Extension office contacted us regarding an Open House for the discussion of Farmland Preservation Programs. This on hold until Washington County designates Farmland Preservation Areas within the Town.

**C. Town of Polk Road Report.** A request for bids has been published for Countryside Lane and Riley Road hot mix asphalt. Bid will be awarded at the July 20<sup>th</sup> Special Town Board meeting.

The Town of Polk wishes to commend Wissota Sand and Gravel for investing in the restructuring of Scenic Road in front of their facilities, due to road failures. This repair was completed without any taxpayer funding.

Due to recent heavy rains, a number of road shoulder washouts. We will be getting proposals for needed repairs.

WI DOT requests the use of Town roads as a detour, during the HWY 60/41/45 project. Considering a Bond to insure the Town is reimbursed for road damages due to unfavorable weather and/or traffic use. The DOT will be taking pictures of the area before and after construction begins. The Town should do this also.

#### 5. **Committee Reports**

**A. Treasurer's Report.** Supervisor Groth moved to approve the Treasurer's Report Supervisor Merten seconded the motion. All voted aye. Motion carried.

**B. Review of Revenue & Expenditures.** Supervisor Merten moved to approve the Revenue & Expenditures as presented. Supervisor Groth seconded the motion. All voted aye. Motion carried.

**C. Approval of Checks and Payroll.** Supervisor Groth moved to approve Checks and Payroll as presented. Supervisor Merten seconded the motion. All voted aye. Motion carried.

**D. Building Department Report.** No report.

- 6. Adjourn.** Supervisor Merten moved to adjourn. Supervisor Groth seconded the motion. All voted aye. Motion carried. Meeting adjourned at 8:00 p.m.

Respectfully Submitted,

Marlyss K. Thiel  
Town Clerk